# Data Access Request - Amendment Form

|  |  |  |
| --- | --- | --- |
| **Project Number\*** | **REB Number\*** | **REB Expiry\*** |
| enter the assigned P# | enter the assigned REB # | enter the date listed within the latest REB approval |

|  |
| --- |
| **Project Title\*** |
|  |

|  |
| --- |
| **Is this amendment request in reference to a closed project?**  Yes No  If yes, please email [NB-IRDTdar@unb.ca](mailto:NB-IRDTdar@unb.ca) to request the Revision Request Form for Closed projects. |

|  |
| --- |
| **Amendment Criteria** (Select all applicable) |
| |  |  |  |  | | --- | --- | --- | --- | |  | Criteria | Level | Justification | |  | Extend date range(s) of previously approved data set(s) | 1 |  | |  | Add or remove a research team member (who is not on the REB) | 1 |  | |  | Add or remove research not accessing the TRE | 1 |  | |  | Add corrected data set(s) or variables | 1 |  | |  | Add open-source data set(s) | 1 |  | |  | Add research’s own imported data set(s) | 1 |  | |  | Add new data set(s): Non-Personal Information or Non-Personal Health Information (Example: CANUE air quality data)  Amendment is level 1 if the following criteria is met:  a) It is aggregate data, not person-level data  b) No change in project scope (i.e., research questions have been reviewed and approved by the REB and the DRC)  c) No change to participants’ consents of data usage | 1 |  | |  | New linkage of aggregated data | 1 |  | |  | Correction to the DAR (e.g. spelling error, formatting) | 1 |  | |  | Add or remove a research team member (who is on the REB) | 2 |  | |  | Add or remove a research team member access the TRE | 2 |  | |  | Change the PI on the project (the signing authority) | 2 |  | |  | Extend the REB | 2 |  | |  | Extend the project term | 2 |  | |  | Add new variable(s) | 3 |  | |  | Add new data set(s) | 3 |  | |  | New linkage between data sets – pseudonymous data (i.e., de-identified individual level data) | 3 |  | |  | New linkage including sensitive data (as defined in legislation e.g., vulnerable population) | 3 |  | |  | Modification to the project scope | 3 |  | |  | Substantial changes to direction of the research | 3 |  | |

|  |
| --- |
| **Submission Clarification** |
| Click here to enter text. |
| **Amendment Instructions** |
| After completing this amendment request form, use the latest approved DAR to reflect the edits listed above. We ask that the ‘highlight’ and/or the ‘~~strikethrough~~’ features are used throughout the DAR to clearly identify the additions and deletions being proposed.   * If you are requesting new data sets, please add new rows to the bottom of section 3. * If you are requesting new variables, please add new rows to the bottom of the associated data set/variable table within section 4. * Do not alter the order of the previously approved data sets.   Once complete, e-mail this Amendment Request Form and the updated DAR to [NB-IRDTdar@unb.ca](mailto:NB-IRDTdar@unb.ca) |